

**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN ROCKLIN UNIFIED SCHOOL DISTRICT AND**  
**CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS ROCKLIN CLASSIFIED**  
**CHAPTER #773**

**Re: Special Education Staff: Hiring Crisis**

**July 22, 2024**

**Overview**

The California School Employees Association and its Rocklin Classified Chapter #773 (Association), and the Rocklin Unified School District (District) share the belief that Special Education services are essential to a comprehensive educational approach and vital to meeting the needs of all students. The ongoing workforce shortage in Special Education continues to hinder our ability to hire qualified staff, affecting both the services provided to students and the support available to staff. As of the date of this MOU, multiple vacancies exist in Classified Special Education positions despite extensive efforts by the Human Resources and Special Education Departments to fully staff the positions. All parties believe that addressing employee compensation for Special Education staff will assist in recruiting and retaining high quality education service providers and improve both learning and working conditions for staff. This agreement serves as a "pilot" model, temporarily modifying our current contract language specifically related to Article 25: Salary in the CSEA Chapter #773 collective bargaining agreement for the duration of this agreement.

**Agreement**

To address the challenges of attracting and retaining qualified staff for our students receiving special education services, the District and Association agree to the following for all Classified Special Education Instructional Aides hired retroactive to May 1, 2024:

**1. Classified Staff:**

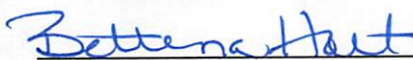
- a. For the duration of this agreement, all Special Education Aides I, II, III, and Behavioral Instructional Assistants (BIA), newly hired for the 2024-2025 school year will receive a \$2000 signing bonus for a 6 or more hour per day position, retroactive to all aides hired after May 1, 2024.
  - i. For any position less than 6 hours per day, or if hired after November 1, 2024 and before April 1, 2025, the signing bonus will be prorated to \$1000.
  - ii. The \$2,000 or prorated (\$1,000) signing bonus will be paid in two equal payments. The first 50% will be paid on the October mid-month payroll. The remaining 50% will be paid on the June mid-month payroll. In the event an employee separates from the district prior to the final 50% payment in June of the 2024-2025 school year, the final 50% will be forfeited.
- b. Article 25: Salary Section 1: Initial Salary Placement states the following:
  - i. "A regular employee, at the time of employment, will be placed on the first step of the appropriate salary range of the classified salary schedules. The Superintendent or his/her designee may authorize a higher step."

1. For the duration of this agreement, all Special Education Aides I, II, III and Behavioral Instructional Assistants (BIA) newly hired for the 2024-2025 school year with at least three (3) years of Instructional aide/school aide experience will be placed on Step F of the salary schedule, retroactive to all aides hired after May 1, 2024.
  2. For the duration of this agreement, all Special Education Aides I, II, and III and Behavioral Instructional Assistants (BIA) newly hired for the 2024-2025 school year with less than three (3) years of experience will be placed on Step C of the salary schedule, retroactive to all aides hired after May 1, 2024 .
- ii. Under the terms of this agreement, all current Special Education Assistants I, II, III, and Behavioral Instructional Assistants (BIA) hired prior to May 1, 2024 will have their salary placement aligned with the terms of this MOU;
1. Special Education Aides I, II, and III and Behavioral Instructional Assistants (BIA) with at least three (3) years of Instructional aide/school aide experience will be placed on Step F of the salary schedule for the 2024-25 school year.
  2. Special Education Aides I, II, and III and Behavioral Instructional Assistants (BIA) with less than three (3) years of experience will be placed on Step C of the salary schedule for the 2024-25 school year.
- c. The aforementioned signing bonus and salary placement shall not refer to individuals hired for the 2024 Summer School Session.

**Duration**

- This modification will be a pilot for the 2024-2025 school year exclusively.
- Both parties agree to continue negotiations, prioritizing the exploration of compensation, incentives, and/or longevity for Special Education Aides I, II, and III, as well as Behavioral Instructional Assistants (BIA), who were not included in this MOU.
- All parties agree to revisit this MOU at the end of the 2024-2025 school year.
- This MOU is subject to both parties' grievance process.
- This MOU does not create any precedents, binding past practice nor establish the status quo for future bargaining purposes.

For CSEA Chapter #773



Bettina Hart,  
President, CSEA Chapter #773

8/27/24

Date

For the District



Tony Limoges,  
Assoc. Supt., Human Resources

8/27/24

Date